City of Columbus
/PP20, /PP21, /PP22 Additional Paycost
Assignment and Secondary Probation

Employee Name: Last, First, Middle Initial

Social Security Number: _____

Action Code _____

Effective Date: _____

/PP20 Position/Classification Information

Department: _____

Division: _____

System Status: _____

Payroll Number: _____

Base Index: _____

/PP21 Additional Paycost Assignment Information

Index/OCA 2: _____

Index/OCA 2 %: _____

Index/OCA 3: _____

Index/OCA 3%: _____

Index/OCA 4: _____

Index/OCA 4 %: _____

Assignment Code: _____

Scheduled Days Off: _____

Work Location: _____

Pay Location: _____

Shift: _____

Basic Work Week _____

/PP22 Secondary Probation

Probation Status: _____

Expiration Date: _____

Begin Date: _____

Hours Required: _____

Adjusted Accumulated Hours: _____

Upon completion of this transaction, retain in employee file